



Gateway to Work: Shea Farm Case Management Services
RFP-2017-DFA-02-SHEAF

OFFICIAL RESPONSES TO VENDOR QUESTIONS
RFP-2017-DFA-02-SHEAF

No.	Question	Answer
1	Section 1 Given the aggressive time frame, what date would the contracts be expected to be approved by G&C?	It is the intention of the Department for the contracts to be on the docket for the June 29 th G&C for approval.
2	Section 1, 1.3 Contract Period: a. What is the duration of the contract? b. If the start date is later than July 1, 2016 will the Completion Date be extended past June 30, 2018?	a) The duration of this contract is for 2 years. However, these contracts will be based upon the continued availability of funding. b) It is the intention of the Department to remain with the completion date of June 30, 2018 dependent upon continued availability of funding.
3.	Section 2 This section refers to TANF Funding. Please explain how TANF Funds will be used to support the residents of Shea Farm. Under Federal guidelines are Shea Farm residents eligible to access this funding?	The Department has been in dialogue with the Administration for Children and Families (ACF) regarding the use of TANF funds to support residents of Shea Farm. The response is that this is an area in which they are currently trying to build policy but as yet have no final answer. We are given permission to build the program, fund it with TANF dollars, but there is some risk that a future federal decision may not allow us to continue with TANF as a funding stream. Regardless how ACF decides, after clients leave Shea Farm, they will be participants in the regular Gateway to Work Program and will be fundable in the same way: that is, individuals with children either in or out of the household, and childless adults aged 24 and younger may be funded with TANF dollars, whereas childless adults aged 25 and older may not.
4.	Section 2.1 a. What is the Standardized Assessment? b. How is it used?	a) The standardized assessment has been developed by DHHS and is entitled "Gateway to Work Job Readiness Screening". This is an online, self administered tool that has been based on a screening tool developed by ACF for use with TANF clients. This screening looks at multiple areas



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	<p>c. Will a copy of the Standardized Assessment be provided to the vendor?</p>	<p>such as job readiness, mental health, substance use, child care, and other barriers to employment. This assessment tool will be used in conjunction with the NH Works Job Matching System (JMS) online self-assessment program.</p> <p>b) It will be used as a front door screening at NHES to identify employment, education, training, and other employment related needs as well as possible barriers to self-sufficiency and/or employment. Clients will be assessed as “high need” or “job ready”. “Job ready” individuals will be retained by NHES, and “high need” individuals will be referred for case management by providers under this contract. The exception is that an individual who is referred for Gateway to Work by a provider who already case manages that individual, and is under contract for this RFP, that individual shall be referred back to that provider regardless whether assessed as job ready, unless the individual requests to change providers.</p> <p>c) The contractor will be welcome to review these assessment tools. NHES will complete the scoring of this screening and a scoring sheet will be provided to the contractor in order to support the career pathway plan provided by NHES with specialty needs considered.</p>
5.	<p>Section 3.2.1 It is clear that NHES will be determining eligibility:</p> <p>a. What is the process for Shea Farm clients be referred to vendor?</p> <p>b. How will residents of Shea Farm be identified for an assessment by NHES?</p> <p>c. What is the assessment process for Shea Farm residents?</p> <p>d. How many beds does Shea Farm</p>	<p>a) Shea Farm clients will be referred to NHES to complete eligibility as well as assessment screening only. Clients will not need to be referred back to the vendor. Please see section 3.2.1. of the RFP that states “These cases will not be assigned out to various other case managers as they will remain under the Shea Farm case manager.”</p> <p>b) It is the vendor’s responsibility to identify individuals to be assessed by NHES. Certain criteria will be supplied at contract in order to assist with this identity.</p> <p>c) The assessment process will be housed at NHES, all results will scored by NHES and then those scores will be provided to the Shea Farm Vendor.</p>



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	<p>house?</p> <p>e. What percentage or number of the residents of Shea Farm meet the eligibility criteria?</p> <p>f. Once NHES makes the referral to the vendor, how is NHES involved in the case?</p> <p>g. What is the current practice in regard to post incarceration employment?</p>	<p>d) Shea Farm currently has 40 beds within their unit</p> <p>e) At this time 65% meet eligibility</p> <p>f) NHES can provide supportive employment services as needed</p> <p>g) It varies by the individual's circumstances, and the available support systems that they may have in place, upon release.</p>
6	<p>Section 3</p> <p>Multiple items are requested in this Section. Should the responses be submitted as an attachment or included in the narrative response?</p>	<p>Responses should be submitted within the narrative response.</p>
7	<p>Section 3</p> <p>Is there a page limit for the technical proposal or budget narrative?</p>	<p>No</p>
8	<p>Section 3, Paragraph 3.4.1.3</p> <p>a. Is there a specific time frame expected for follow-up after a participants complete the GTW program?</p> <p>b. Please provide the criteria for "completion" of the GTW project.</p>	<p>a) The RFP indicates Workforce Innovation and Opportunity Act (WIOA) outcomes to be used in section 3.4.1.6. This will indicate follow up timeframes as needed.</p> <p>b) Participants are eligible during their entire time in Shea Farm. Once released from Shea Farm, participants will have a 2 year eligibility limit.</p>
9	<p>Section 3, Paragraph 3.5</p> <p>a. Should Contractors include language in the narrative section</p>	<p>a) Yes, it is expected that the agency is able to follow these guidelines and provide supportive services as needed.</p> <p>b) See above</p>



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	<p>of the RFP to state that the organization is amenable and prepared to complete the CLAS documents?</p> <p>b. Or is the Department looking for more detailed information to be included in the narrative section?</p>	
10	<p>Section 4, Paragraph 4.1.2</p> <p>a. Could the Department provide clarification on the contract award? Is it the intent to award 2 separate contracts valued at \$75,000?</p> <p>b. Is the \$75,000 intended to cover a 2 year contract or will it be \$75,000 for each year?</p>	<p>a) It is the intent to award one contract to one agency for two positions, each totaling the \$150,000.00 or up to \$75,000.00 for each position.</p> <p>b) The \$75,000.00 is intended to cover a 1 year contract per staff.</p>